

14 June 1960

MEMORANDUM FOR: Chief, Personnel Operations
Division

SUBJECT: Establishment of a Retirement
Information Committee (RIC)

1. We have moved into the area of pre-retirement planning. In order that this be successful, we must follow-up with an information program designed to place good material, on a continuing basis and by various means, in the hands of our people who are planning their retirement from this Agency and their futures.

2. My proposal on pre-retirement planning discussed this matter briefly giving the reasons why our program must be different than most government agency programs. Ours must cause people to think - to think about their situation 5 to 10 years hence, to determine whether their financial responsibilities will be satisfied at age 60 or 62 or whether supplementary income by way of another career will be necessary. If paid employment is required, these five years or so will come in handy as a preparation period. Our information program can be geared to specific planning situations.

3. The selection of material for this program whether it be addressed to an individual, to groups, by Agency notice or through the Support Bulletin, is a delicate and responsible decision. I propose that the selection of material be made by a committee composed of individuals from each of the major components. I suggest that we steer this in a direction which will result in the nomination of individuals who will be qualified and interested in this type of activity. In the DD/S area, for instance, [REDACTED], Management Staff, would be excellent.

4. Your reaction to this proposal will be appreciated.

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